

**TRANSPORTATION
FUND**

TRANSPORTATION FUND

MISSION STATEMENT: To provide a parking system that meets the needs of Amherst residents and businesses, and, that can be supported through fees and other alternative non-tax revenue sources.

TRANSPORTATION FUND SUMMARY

	FY 04 Actual	FY 05 Budget	FY 05 Actual	FY 06 Budget	FY 07 Proposed	Change FY 06 - 07	Percent Change
Operating Revenues	\$ 525,865	602,850	567,385	816,690	833,641	16,951	2.1%
Interest	\$ 2,153	2,000	5,047	2,000	2,000	0	0.0%
SUBTOTAL REVENUES	\$ 528,019	604,850	572,432	818,690	835,641	16,951	2.1%
Transportation Fund Surplus	\$ 56,527	0	0	0	0	0	0.0%
TOTAL RESOURCES	\$ 584,546	604,850	572,432	818,690	835,641	16,951	2.1%
Operating Budgets	\$ 295,548	368,799	336,381	584,720	601,936	17,216	2.9%
Gen. Fund Services	\$ 37,435	39,633	39,633	71,385	91,514	20,129	28.2%
Gen. Fund Loan Repayment	102,000	70,045	70,045	0	0	0	0.0%
Debt Service	\$ 129,562	126,373	126,372	120,585	132,191	11,606	9.6%
Capital Program	\$ 20,000	0	0	42,000	10,000	(32,000)	-76.2%
TOTAL APPROPRIATION	\$ 584,545	604,850	572,432	818,690	835,641	16,951	2.1%

TRANSPORTATION FUND**REVENUES**

GOAL STATEMENT: To develop revenue sources adequate to make parking services self-supporting.

CONTINUING OBJECTIVES:

To evaluate parking fee levels.
To evaluate alternative sources of funding.

LONG RANGE OBJECTIVES:**FY 07 OBJECTIVES:**

To maintain fees at current levels.

SERVICE LEVELS:

	FY 01 <u>Actual</u>	FY 02 <u>Actual</u>	FY 03 <u>Actual</u>	FY 04 <u>Actual</u>	FY 05 <u>Actual</u>
Funding Composition (%)					
Operating Revenues	100	94	94	90	100
Interest	0	0	1	0	0
Grants	0	0	0	0	0
Taxation	0	0	0	0	0
Surplus Funds	0	6	5	10	0

TRANSPORTATION FUND**REVENUES**

	FY 04 Actual	FY 05 Budget	FY 05 Actual	FY 06 Budget	FY 07 Proposed	Change FY 06 - 07	Percent Change
Parking Violations	168,823	170,000	160,752	226,840	220,000	(6,840)	-3.0%
Parking Fines	65,185	60,000	64,892	95,000	90,791	(4,209)	-4.4%
Parking Fines - Registry Fee	41,735	39,850	43,570	39,850	39,850	0	0.0%
Parking Meter Fees	326,405	312,000	335,050	412,000	440,000	28,000	6.8%
Parking Permit Fees	21,410	20,000	21,454	23,500	23,500	0	0.0%
Parking Garage Reserve Fee	14,280	14,000	13,545	18,500	18,500	0	0.0%
Miscellaneous	565	1,000	180	1,000	1,000	0	0.0%
Interest	2,153	2,000	5,047	2,000	2,000	0	0.0%

SIGNIFICANT BUDGET CHANGES:

None.

TRANSPORTATION FUND**4480: PARKING MANAGEMENT**

GOAL STATEMENT: To effectively manage the Town Center and adjacent residential area parking systems.

CONTINUING OBJECTIVES:

To review and revise Residential and Town Center Permit regulations.
 To review and revise parking enforcement policies & procedures as needed.
 To enforce parking regulations.
 To train personnel to maintain appropriate customer service.
 To coordinate parking related functions with other departments in an effort to provide viable parking solutions to increased traffic/parking congestion.
 To coordinate the installation and maintenance of parking meters, posting of appropriate signage and the collection and deposit of parking revenues.
 To continue to evaluate new meter technologies and alternative revenue collection devices.
 To evaluate the entire parking system with the completed garage and make adjustments where necessary.

LONG RANGE OBJECTIVES:

To discourage meter feeding and increase parking space turnover.

FY 07 OBJECTIVES:

To become proficient in the use of electronic violation writing devices.
 To complete transfer administrative management of violations to MUNIS parking software module.

SERVICE LEVELS:

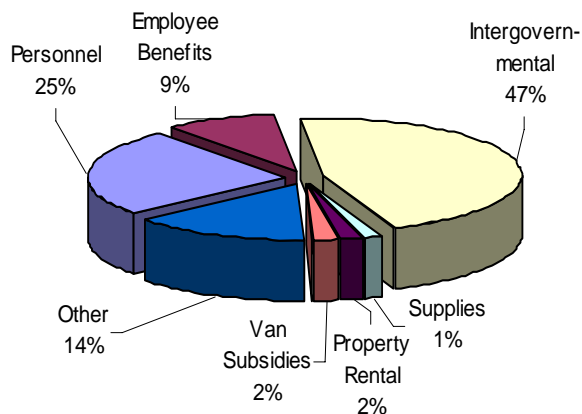
	<u>FY 01</u> <u>Actual</u>	<u>FY 02</u> <u>Actual</u>	<u>FY 03</u> <u>Actual</u>	<u>FY 04</u> <u>Actual</u>	<u>FY 05</u> <u>Actual</u>
Meters maintained	518	414	404	408	396
Stolen and demolished meters	4	3	3	3	6
Meter Repairs	252	240	309	260	233
Meter Conversions	128	14	0	0	70
Tickets issued	31,261	29,332	27,466	31,026	28,275
Traffic Enforcement/Special Events	9	9	9	20	20
Hours of Meter Enforcement	6,136	5,282	5,282	4,720	4,720
Boot and Tow Releases	54	49	53	16	5
Parking Permits Issued	535	473	536	614	722
Committees Served: Parking Commission	1	1	1	1	0
<i>Collection rate of total issues</i>		84%	82%	83%	89%

TRANSPORTATION FUND

4480: PARKING MANAGEMENT

	FY 04 Actual	FY 05 Budget	FY 05 Actual	FY 06 Budget	FY 07 Proposed	Change FY 06 - 07	Percent Change
Personnel Services	\$ 150,350	162,045	156,390	184,714	194,029	9,315	5.0%
Operating Expenses	\$ 140,963	202,754	176,551	396,006	403,907	0	0.0%
Capital Outlay	\$ 4,234	4,000	3,440	4,000	4,000	0	0.0%
TOTAL APPROPRIATION	\$ 295,548	368,799	336,381	584,720	601,936	17,216	2.9%
SOURCES OF FUNDS							
User Fees	\$ 295,548	368,799	336,381	584,720	601,936	17,216	2.9%
POSITIONS							
Full Time	3.50	3.50	3.50	3.50	3.50	0.00	
Part Time With Benefits	1.00	1.00	1.00	1.00	1.00	0.00	
Full Time Equivalents	4.00	4.00	4.00	4.00	4.00	0.00	

MAJOR COMPONENTS:



Personnel Services includes funds for two full time enforcement officers, a half time enforcement officer, a parking clerk, and a half time maintenance worker shared with the Parks budget. Also included is \$54,303 for health insurance, retirement and other employee benefits.

Intergovernmental, \$278,831 includes funds for the PVTa assessment, outreach routes and taxes to the General Fund for parking facilities.

Property Rental, \$12,095, provides funds for rental of the Unitarian Parking Lot.

Supplies, \$8,000, includes uniforms, supplies for revenue collection boxes, meter bags, etc.

Van Subsidies are \$12,000.

SIGNIFICANT BUDGET CHANGES AND UNFUNDED RECOMMENDATIONS:

Personnel services increases include the Transportation Fund's share of increases to employee health insurance costs (\$8,042) and retirement assessments (\$2,443). Extra Help decreases by \$15,000 that was needed in FY 06 to complete a conversion to new MUNIS parking ticket billing software. Electricity increases by \$6,000 (37%).

Unfunded Recommendations: Increase a half time (20 hours/week) enforcement officer to full time at a cost of \$12,507.

TRANSPORTATION FUND**GENERAL FUND SERVICES**

GOAL STATEMENT: To compensate the General Fund for services provided by various departments.

CONTINUING OBJECTIVES:

To ensure that all costs related to parking services are identified and appropriately charged through evaluation and modification of the indirect cost model used to assess charges for General Fund administrative support.

LONG RANGE OBJECTIVES:**FY 06 OBJECTIVES:**

To evaluate charges for services from General Fund departments.

SERVICE LEVELS:

	<u>FY 01</u> <u>Actual</u>	<u>FY 02</u> <u>Actual</u>	<u>FY 03</u> <u>Actual</u>	<u>FY 04</u> <u>Actual</u>	<u>FY 05</u> <u>Actual</u>
Number of departments reimbursed		7	6	6	7
Percentage of total Fund expenses paid to the General Fund		6	6	6	7

TRANSPORTATION FUND**GENERAL FUND SERVICES**

	FY 04 Actual	FY 05 Budget	FY 05 Actual	FY 06 Budget	FY 07 Proposed	Change FY 06 - 07	Percent Change
General Fund Loan Repayment	100,000	70,045	70,045	0	0	0	0.0%
General Fund Services	\$ 37,435	39,633	39,633	71,385	91,514	20,129	28.2%
TOTAL APPROPRIATION	\$ 137,435	109,678	109,678	71,385	91,514	20,129	28.2%
SOURCES OF FUNDS							
User Fees	137,435	109,678	109,678	71,385	91,514	20,129	28.2%

MAJOR COMPONENTS:

The General Fund provides services which are used by the Transportation Fund. Transfers are made from the Transportation Fund to the General Fund to compensate for the cost of these services. Charges for FY 06 are as follows:

Select Board / Town Manager	1% of budget	\$ 2,961
Finance Department	2% of budget	8,165
Human Resources	2% of budget	3,663
Human Rights	2% of budget	927
Construction and Maintenance	5% of budget	41,777
Planningc	2% of budget	5,701
Information Systems	1% of budget	17,445
Police		4,911
Town Hall Debt		<u>5,964</u>
TOTAL ADMINISTRATIVE REIMBURSEMENTS		<u>\$91,514</u>

SIGNIFICANT BUDGET CHANGES:

Reimbursements reflect a net increase from FY 06.

TRANSPORTATION FUND**DEBT SERVICE****GOAL STATEMENT:**

To provide funds to satisfy debt obligations.

CONTINUING OBJECTIVES:

To evaluate and recommend appropriate debt service levels for this Fund.

LONG RANGE OBJECTIVES:**FY 07 OBJECTIVES:**

To make payments on debt incurred in acquisition of the CVS Parking Lot.

To make payments on debt incurred to build the parking garage on the Boltwood site.

SERVICE LEVELS:

	FY 01 <u>Actual</u>	FY 02 <u>Actual</u>	FY 03 <u>Actual</u>	FY 04 <u>Actual</u>	FY 05 <u>Actual</u>
Number of issues outstanding	2	2	2	2	2

TRANSPORTATION FUND**DEBT SERVICE**

		FY 04 Actual	FY 05 Budget	FY 05 Actual	FY 06 Budget	FY 07 Proposed	Change FY 06 - 07	Percent Change
Principal	\$	82,443	82,645	82,645	80,369	95,538	15,169	18.9%
Interest	\$	47,119	43,728	43,727	40,216	36,652	(3,564)	-8.9%
TOTAL APPROPRIATION	\$	129,562	126,373	126,372	120,585	132,191	11,606	9.6%
SOURCE OF FUNDS								
User Fees	\$	93,035	126,373	126,372	120,585	132,191	11,606	9.6%
Surplus	\$	36,527	0	0	0	0	0	0.0%

MAJOR COMPONENTS:	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
CVS Parking Lot	\$45,538	\$ 2,365	\$47,903
Parking Garage	<u>50,000</u>	<u>34,288</u>	<u>84,288</u>
	<u>\$ 95,538</u>	<u>\$ 36,652</u>	<u>\$132,191</u>

SIGNIFICANT BUDGET CHANGES:

None.

TRANSPORTATION FUND**CAPITAL PROGRAM**

MISSION STATEMENT: To maintain facilities and equipment to ensure the delivery of efficient parking services.

CONTINUING OBJECTIVES:

To maintain a capital plan that ensures the efficiency and effectiveness of the parking system.

LONG RANGE OBJECTIVES:**FY 07 OBJECTIVES:****SERVICE LEVELS:**

	<u>FY 01</u> <u>Actual</u>	<u>FY 02</u> <u>Actual</u>	<u>FY 03</u> <u>Actual</u>	<u>FY 04</u> <u>Actual</u>	<u>FY 05</u> <u>Actual</u>
Number of Projects:					
Departmental Equipment (meters)	128	14	0	0	0
Existing Facilities	0	0	0	0	0
New Facilities	0	0	0	0	0

TRANSPORTATION FUND**CAPITAL PROGRAM**

		FY 04 Actual	FY 05 Budget	FY 05 Actual	FY 06 Budget	FY 07 Proposed	Change FY 06 - 07	Percent Change
Departmental Equipment	\$	20,000	0	0	12,000	10,000	(2,000)	-16.7%
Existing Facilities	\$	0	0	0	30,000	0	(30,000)	-100.0%
New Facilities	\$	0	0	0	0	0	0	0.0%
TOTAL APPROPRIATION	\$	20,000	0	0	42,000	10,000	(32,000)	-76.2%
SOURCE OF FUNDS								
User Fees	\$	0	0	0	42,000	10,000	(32,000)	0.0%
Surplus Funds	\$	20,000	0	0	0	0	0	0.0%

MAJOR COMPONENTS:	Equipment	10,000	Replace Town Hall Meter Machine
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